



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

BRIAN J. WHISTON  
STATE SUPERINTENDENT

June 24, 2015

Re: School Meals Overview Training: August 4, 5, and 6, 2015

The staff of the Michigan Department of Education's School Nutrition Programs Unit is pleased to announce a three-day training for food service directors/personnel. This comprehensive training is for food service directors/managers and will cover items the staff must know to be in compliance with all program requirements.

Registration priority for this training will go to SFAs first. Please note that vendors and distributors may be turned away if all available slots are filled by SFAs. Vendors and distributors will be placed on a waiting list and they will be notified after the registration deadline in order of registration received.

Cost:	No charge for training.	
Date:	August 4, 5, and 6, 2015	
Time:	August 4, 2015	8:00 a.m. – 8:30 a.m. – registration 8:30 a.m. – 4:30 p.m. – training
	August 5, 2015	8:00 a.m. – 8:30 a.m. – registration 8:30 a.m. – 4:30 p.m. – training
	August 6, 2015	8:00 a.m. – 8:30 a.m. – registration 8:30 a.m. – 4:30 p.m. – training

Meals:	Lunch will be provided all three days.
Registration Deadline:	July 31, 2015
Location:	Ottawa ISD 13565 Port Sheldon Street Holland, MI 49424-9242

Registration for the training is required and must be completed using the following link: <https://www.eventbrite.com/e/school-meals-overview-training-smot-registration-17512064055>. Registration deadline is July 31, 2015, and space is limited, so please register early.

Persons with disabilities needing reasonable accommodations for effective participation in the meeting should contact the Michigan Department of Education Human Resources office at 517-373-3347 to request mobility, visual, hearing, or other assistance. Requests for accommodations should be made by July 24, 2015.

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